

A Start on a policy for appointments and reappointments.

This is the current policy in the Appointed Committee handbook is shown in italics with one exception. I moved their last sentence to the end of my tentative suggestions, which are bolded. I also hyphenated non-citizens as my spell checker preferred that.

As you can see, I found that there is a Reappointment section to the handbook. I assume we should deal with both at the same time.

[Also, this version includes a slight change from the emailed version, to include Stephanie's edits to the end of the first bold sentence.]

2.3 Appointment

*The goal of the appointing authorities is to appoint qualified and interested Amherst residents who are broadly representative of the Town. The appointing authorities carefully consider applications and suggestions from many sources, including but not limited to Citizen Activity Forms, verbal expressions of interest, recommendations by committees, etc. They also take into account as many relevant factors (e.g., age, sex, race, experience, place of residence, etc.) as possible and make a special effort to ensure representation by minorities and tenants. U.S. Citizenship is not a prerequisite for appointment. **Selections are based on current committee composition, qualifications, experience, recommendations, available space, and where relevant, past committee performance and attendance. Generally, if a person is serving a first term, they are given preference for a second. Conversely, if a person is completing a second term, and there are other qualified applicants, preference would be given to a newcomer.** The general policy is to appoint an individual to no more than two permanent committee at a time. Nonresidents and non-citizens may serve on ad hoc and special committees when the appointing authority deems it in the best interest of the committee and the Town. The appointee receives written notification of appointment and a Certificate of Appointment signed by the appointing authority and must be sworn in by the Town Clerk prior to attending a committee meeting as an official member. The Town Clerk gives committee members information about the Open Meeting Law (MGL Chapter 39, Section 23B) as state statutes require; members must sign a written acknowledgment of receipt.*

2.6 Reappointment

Reappointment is based on an evaluation by the appointing authority of the ~~(delete? citizen's)~~ member's contribution to the committee, the desirability of widespread involvement, and the changing needs of the committee and the Town. Although there is no fixed limit on length of service, the length of service is normally limited to two three-year terms. In cases where special training or expertise is required, longer periods of service may be appropriate. A committee member is under no obligation to accept reappointment, nor is the appointing authority obligated to offer reappointment.